Safety and Occupational Health Council

13 August 2002

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One Team…One Fight…One Goal!!!

Agenda

- ✔ Commander’s Opening Comments
- ✔ Purpose of SOHC
- ✔ Safety Metrics
- ✔ Safety Training
- ✔ Directorate / Office Safety Actions – Lessons Learned
- ✔ Review of Hazardous Processes
- ✔ Review of Open Issues
- ✔ Hot Topics
- ✔ Issues from Council
- ✔ Wrap Up

Commander's Opening Comments

Purpose of Safety and Occupational Health Council

Purpose of SOHC

- ✔ Forum to Evaluate Safety and Occupational Health Program Status
- ✔ Review Safety and Occupational Health Performance
- ✔ Forum to Share Safety Actions and Lessons Learned
- ✔ Forum to Address Major Issues

Safety Metrics

Frequency Rates

Calculating Frequency Rates:

Frequency Rate = (Number of Incidents) x (200,000 Hours)*

Number of Exposure Hours

*** 200,000 Hours = (100 persons) x (2000 Hours) or 1 Man Year**

Example:

Total Incident Rate = (74) x (200,000 Hours)

1,741,583

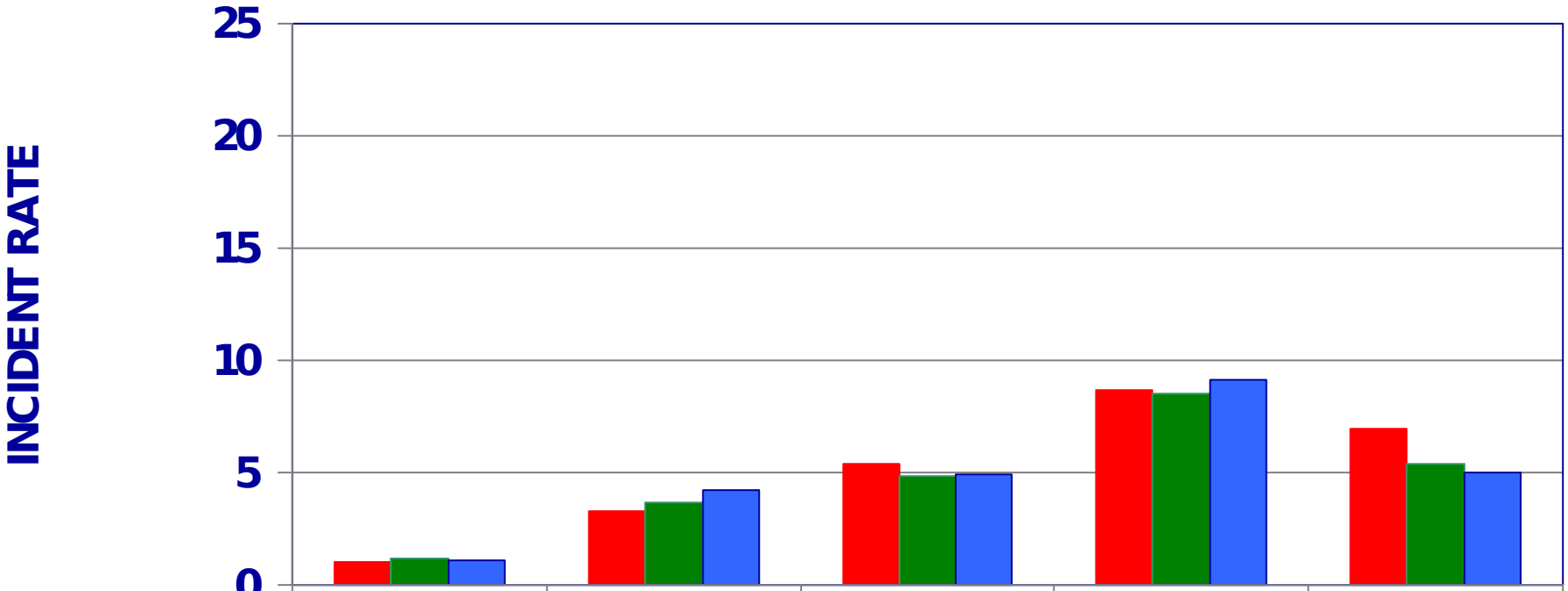
= 8.50

Cases and Frequency Rates

CASES	FY 1995	FY 1996	FY 1997	FY 1998	FY 1999	FY 2000	FY 2001	FY 2002
LOST TIME	72	43	45	13	21	12	14	10
OSHA RECORDABLE	185	115	137	53	49	45	60	32
FIRST-AID	120	102	81	84	81	75	60	42
TOTAL	305	217	218	137	130	120	120	74
LOST WORKDAYS	567	302	167	109	129	74	51	47
HOURS OF EXPOSURE	3,753,449	3,425,361	3,217,248	2,848,611	2,600,009	2,169,852	1,986,510	1,741,584
FREQUENCY RATES	FY 1995	FY 1996	FY 1997	FY 1998	FY 1999	FY 2000	FY 2001	FY 2002
LOST TIME	3.84	2.51	2.80	0.91	1.62	1.11	1.41	1.15
OSHA RECORDABLE	9.86	6.71	8.52	3.72	3.77	4.15	6.04	3.67
FIRST-AID	6.39	5.96	5.04	5.90	6.23	6.91	6.04	4.82
TOTAL INCIDENT	16.25	12.67	13.55	9.62	10.00	11.06	12.08	8.50
SEVERITY	30.21	17.63	10.38	7.65	9.92	6.82	5.13	5.40

RIA SAFETY PERFORMANCE
CEILING vs YTD vs AVERAGE
YTD JUL FY 2002

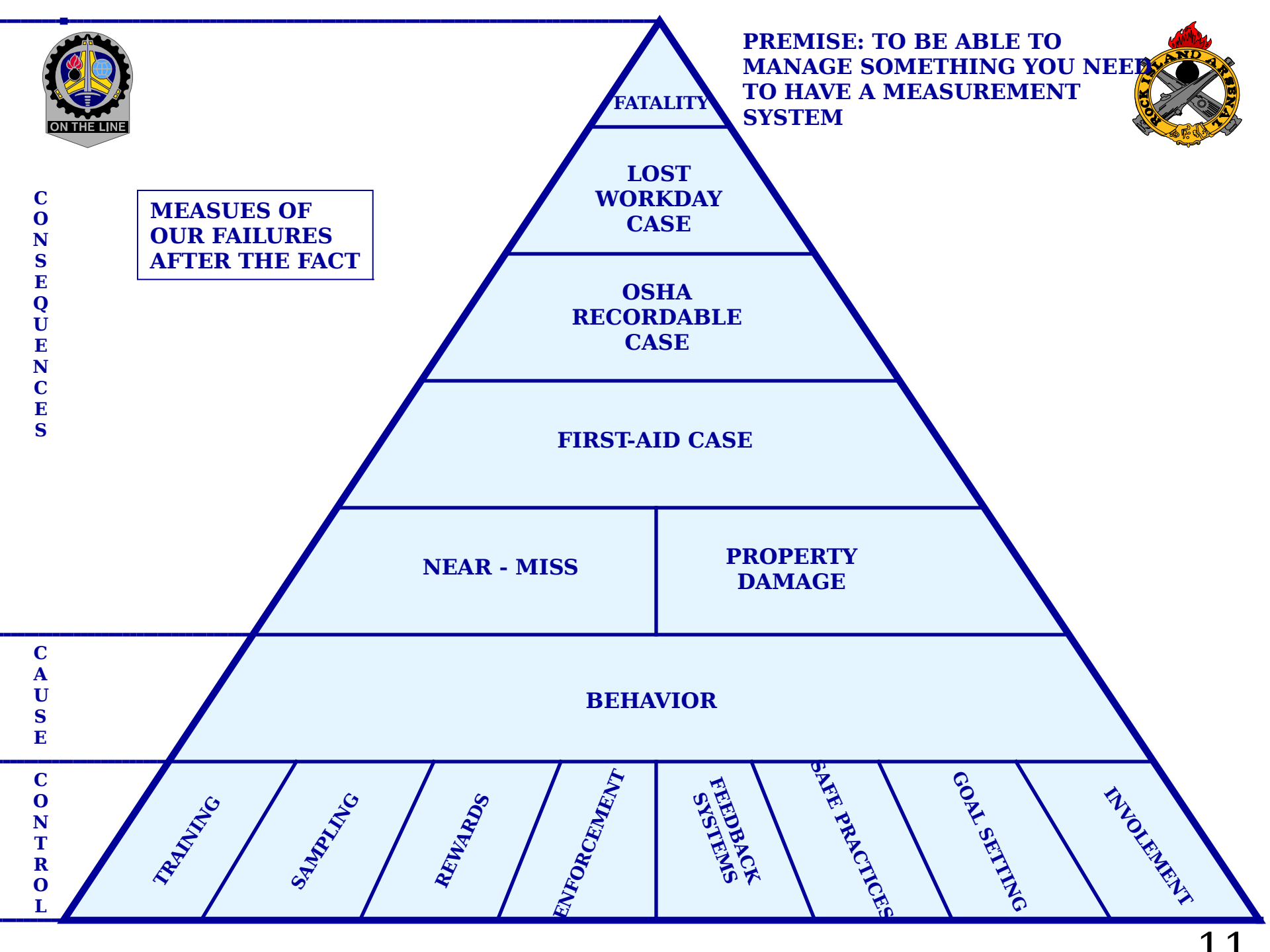
Status: Amber



	LOST TIME	OSHA RECORDABLE	FIRST-AID	TOTAL INCIDENT	SEVERITY
CEILING	1.03	3.28	5.36	8.64	6.96
YTD	1.15	3.67	4.82	8.50	5.40
12 MONTH	1.12	4.22	4.93	9.15	5.00

Cases by Office Symbol

OFFICE	LOST TIME	OSHA	FIRST AID	TOTAL	LOST WORKDAYS
RIA	10	32	42	74	47
CO	0	0	0	0	0
HD	0	0	0	0	0
GC	0	0	1	1	0
IA	0	0	0	0	0
CA	0	0	0	0	0
EO	0	0	0	0	0
SF	0	0	0	0	0
QM	0	0	0	0	0
RM	0	0	0	0	0
CT	1	1	0	1	5
PW	2	2	1	3	2
PC	0	0	0	0	0
LE	0	3	3	6	0
SM	0	0	1	1	0
IC	7	26	34	60	40
ES	0	0	2	2	0
IT	0	0	0	0	0
AP	0	0	0	0	0
CF	0	0	0	0	0


PREMISE: TO BE ABLE TO MANAGE SOMETHING YOU NEED TO HAVE A MEASUREMENT SYSTEM
ON THE LINE
ROCK ISLAND ARSENAL
MEASUES OF OUR FAILURES AFTER THE FACT
CONSEQUENCES
FATALITY
LOST WORKDAY CASE
OSHA RECORDABLE CASE
FIRST-AID CASE
NEAR - MISS
PROPERTY DAMAGE
CAUSE
BEHAVIOR
CONTROL
TRAINING
SAMPLING
REWARDS
ENFORCEMENT
FEEDBACK SYSTEMS
SAFE PRACTICES
GOAL SETTING
INVOLEMENT

Safety Training

Safety Training

- Working Group Efforts
  - Difficulty prioritizing requirements
- Job Series
  - Too many individual job descriptions for the same job series
- Injury Data
  - Numbers too small for several job series to make valid conclusions
- Benchmarking Efforts
  - US Army Safety Center
  - Iowa DOL, Bureau of Consultation and Education
  - Training Tracker

Safety Training

- ✔ **Tobyhanna Army Depot**
  - ➤ **Proactive, involves management**
  - **Established regulation**
    - **Checklists**
      - ★ **Form**
      - **Supervisor input**
    - **New employee orientation**
    - **Use Computer Based Training**
    - **Training contractor established / committed**
    - **Training Branch established**
  - **SOSRI-SF has rapport with TYAD**

Safety Training

- ✔ **Conclusion / Recommendation**
  - ➤ **Adopt TYAD model tailored to RIA needs**
  - ➤ **Need to explore resources**
  - **Establish training branch and support (?)**
  - **Explore possible TDA space for Safety Technician / Specialist or other job series to administer safety training program**
  - **Visit TYAD glean information on program and process**
  - **Establish milestones and execute plan**

Directorate / Office Safety Actions and Lessons Learned

SOSRI-AP / CO

Safety Actions:

- ✔ Jayne Laisner, AP Safety POC
- ✔ Held 3 monthly safety meetings (AP, CO, GC, IA)
- ✔ Next safety meeting scheduled 28 Aug 02

Lessons Learned:

- ✔ Bomb threat procedures
- ✔ Emergency Action Plan measures
- ✔ Close Call Reports
- ✔ Continuous Safety Audits

SOSRI-CF

Safety Actions:

- ✔ Monthly safety meetings were conducted in all functional areas
- ✔ Safety tips were discussed and minutes provided to all employees
- ✔ Job Safety Analyses performed monthly in functional areas
- ✔ Mandatory “Heat Stress” Video was reviewed and each employee signed attendance sheet
- ✔ Selected employees were trained on use of defibrillators

SOSRI-CF

Lessons Learned:

- ✔ All programs have established a Safety Checklist to be reviewed each day by staff
- ✔ Due to a training on “Threat Assessment” by EAP, CYS staff were able to handle a situation that occurred with confidence and knew the appropriate offices to contact.
- ✔ A training session on the JSA process assisted the new Summer Day Camp staff in their roles.
- ✔ The MWR monthly newsletter provides safety tips for all employees.
- ✔ Museum staff revised their SOPs after reviewing videos on “Explosions” and “Hostages Taken”.

SOSRI-CF

Lessons Learned:

- ✔ All program managers have reviewed evacuation plans and made staff aware of where fire extinguishers are located.
- ✔ Auto shop employees perform daily hazardous waste inspections that has prevented violations/spillages
- \- NO INCIDENCES WHERE UNSAFE SITUATIONS OCCURRED

SOSRI-CT

Safety Actions:

- ✔ Mandatory Training Completed:
  Hazardous Waste and Heat Injury Prevention
- ✔ Monthly Safety Meetings Held
  Slips/Trips/Falls and Office Safety
- ✔ Conducted Internal Safety Audits – Corrective Actions Taken
- ✔ Submission of SAAR – Employee fell in the hallway

Lessons Learned:

- ✔ Made more aware of office hazards

SOSRI-EO

Safety Actions:

- ✔ Held first monthly safety meetings (3rd Qtr.)
- ✔ S/SF provided Ergonomic assessment, Fire Safety and Weather safety discussed
- ✔ CD committee met regarding the evacuation of the Disabled out of the buildings
- ✔ In attendance reps. From S/PW,SF, EO
- ✔ Should RIA purchase Garaventa chair “people” movers?

Lessons Learned:

- ✔ Need better chairs, keyboard trays installed for modular furniture

SOSRI-EO

Lessons Learned:

- ✔ Learned what to do when you hear an alarm (outside and inside)
- ✔ Decided where to go in the event of a weather emergency
- ✔ Fire Dept. assured CD committee there is a plan in place to evacuate the disabled. Chairs will not be purchased.

SOSRI-ES

Safety Actions:

- ✔ Daryoush Assadi, rotating ES Directorate Safety Program Chairperson
- ✔ Conducted monthly division walk-through & bi-monthly internal safety audit/inspection
- ✔ Initiated work order to remount fire extinguisher and clean factory “mirrors”
- ✔ Completed Heat Injury Prevention training

Lessons Learned:

- ✔ Video and handouts on vacation safety
- ✔ Awareness of eyewash & emergency shower usage
- ✔ Clean floors more frequently throughout production run

SOSRI-GC

Safety Actions:

- ✔ John Welling-GC Safety POC
- ✔ Monthly Safety Meetings with AP
- ✔ Monthly Safety Audits Conducted by AP

Lessons Learned:

- ✔ Replaced carpeting in 2 offices to eliminate tripping hazards
- ✔ Replaced air conditioner with defective on/off switch

SOSRI-HD

Safety Actions:

- ✔ Training on Ergonomics
- ✔ Outdoor recreation safety

Lessons Learned:

- ✔ Setup of work station
- ✔ Awareness

SOSRI-IA

Safety Actions:

- ✔ David Twining – IA Safety POC
- ✔ Attended monthly Safety meetings held by SOSRI-AP
- ✔ Conducted monthly internal safety audits

Lessons Learned:

- ✔ Obtained approval from Fire Dept for use of heater

SOSRI-IC

Safety Actions

- ✔ New safety POC/Fire coordinator – Dave Lee
- ✔ PPE Memorandum distributed to directorate
- ✔ Standard directorate safety meeting agenda with monthly topics
- ✔ May – Correct Lifting Procedures
- ✔ Developing “Safe Planning” SOP for new work/new processes

Lessons Learned

- ✔ Perception that earned hours are more important than safety
- ✔ Be aware of unusual materials (asbestos)

SOSRI-IT

Safety Actions:

- ✔ Conducted Monthly Safety Meetings
- ✔ Conducted Monthly Safety Audits
- ✔ Directed 4 potential issues to other organizations
- ✔ Requested the Industrial Hygiene Office:
  - ➤ Conduct air-sampling tests in two IT work areas
  - Assist in determining source of odor in IT work area
  - Requested RIA Safety Office's assistance in getting painted sprinkler head replaced in Bldg 220

SOSRI-IT

Lessons Learned:

- ✔ Awareness of weather safety
- ✔ Heat stress and first aid procedures
- ✔ Work area cleanliness hazards

SOSRI-LE

Safety Actions:

- ✔ Continued with a past practice of giving seasonal safety tips to police at “line-up.”
- ✔ Started a monthly Safety Training program on each shift
- ✔ Started testing the “Alert Siren” for Tornado warning and other disaster warning.
  - ➤ To augment the Alert Siren, an email warning system was established.
- ✔ Barriers at gates continually studied to maximize their efficiency and safety
- ✔ Army and Police wearing reflective gear after dark

SOSRI-LE

Lessons Learned:

- ✔ The “Alert” siren needs to be used rather than the “Attack” siren
  - Some areas could not hear the “Attack” siren, but may be corrected when the “Alert” siren is used.
  - Email did not get out, but the problem has been corrected.
- ✔ Officers received refresher training on use of emergency equipment
  - Right of Way is being requested with lights and siren but not assumed

SOSRI-PC

Safety Actions:

- ✔ Conducted 3 monthly meetings
- ✔ Conducted 3 monthly internal safety audits

Lessons Learned:

- ✔ Importance of office ergonomics
- ✔ Thunderstorm safety awareness
- ✔ Precautions/treatments for heat stress

SOSRI-PW

Safety Actions:

- ✔ New hard hats and other PPE
- ✔ Inspections for mold and indoor air quality
- ✔ Aerial Operations (PWF)

Lessons Learned:

- ✔ Need for accurate as-built drawings
- ✔ Make sure utilities are marked before cutting
- ✔ No injuries or incidents, however, safe aerial truck operations were practiced, safe climbing, utilizing our safety equipment. (PWF)

SOSRI-QM

Safety Actions:

- ✔ Conducted Monthly Safety Meeting
- ✔ Completed Monthly Safety Audits
- ✔ Safety Videos at each Monthly Meeting

Lessons Learned:

- ✔ Communicating Safety Awareness is Key Element for Good Safety Practices
- ✔ Sharing Safety Data with all QM Team Members

SOSRI-RM / CA

Safety Actions:

- ✔ Conducted 3 monthly safety meetings
- ✔ Corrected safety audit findings
- ✔ Ongoing awareness of worksite cleanliness = Safety

Lessons Learned:

- ✔ Fire Safety
- ✔ Severe weather evacuation procedures
- ✔ Practiced handicapped evacuation procedure
- ✔ Proper clearance in hallways

SOSRI-SM

Safety Actions:

- ✔ May Safety meeting – Back strain
- ✔ June Safety meeting – Ergonomics
- ✔ July Safety meeting – Team member responsibilities
- ✔ Close Call / Recalls
  - ➤ Feet tangled in computer wires & fell
  - Opened file drawer, leaned under drawer, stood up & hit head

Lessons Learned:

- ✔ Band computer wires and tuck behind computer
- ✔ Keep file drawers closed when not is use

SOSRI-SF

Safety Actions:

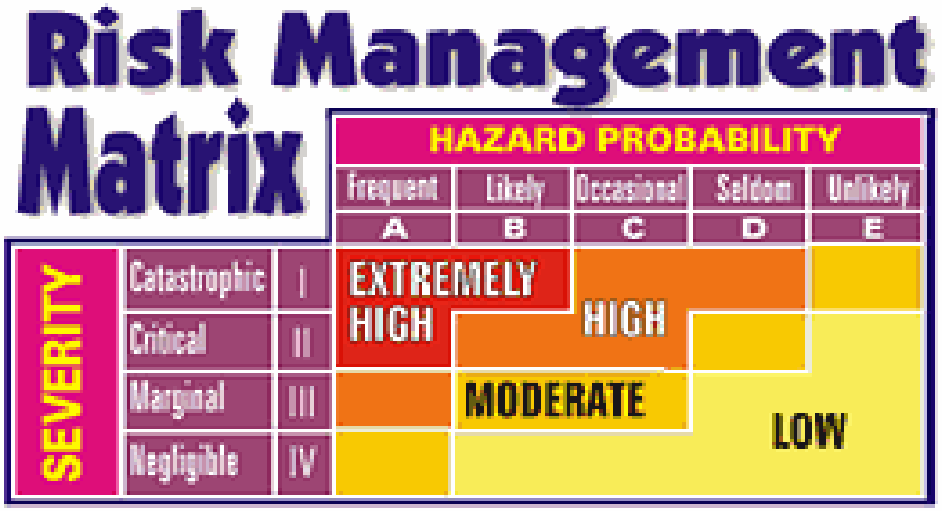
- ✔ Attending Directorate/Office/Division Safety Meetings
- ✔ Participating in OSC Supervisory Training
- ✔ Conducting audits with Safety POCs
- ✔ Conducting internal safety meetings and audits
- ✔ Attending SAARs
- ✔ Providing Computer Based Safety Training
- ✔ Heat Stress Training

Lessons Learned:

- ✔ Refresher Training – FY 03
  - Confined Space Entry
  - Control of Hazardous Energy – Lockout/Tagout

Review of Hazardous Processes

Risk Management



Narrative	Risk Assessment Code
Extremely High	RAC 1
High	RAC 2
Moderate	RAC 3
Low	RAC 4 & 5

Evaluations Performed

- ✔ **Building 220, Die Sink**
  - ➤ **7 Surveys, 1 Job Observation**
- ✔ **Building 299, Box Shop**
  - **8 Surveys, 1 Job Observation**
- ✔ **Building 212W, Layout & Machining/Sheet Metal**
  - **13 Surveys, 2 Jobs Observations**
- ✔ **Building 231, Plasma Cutter/Water Jet Cutter**
  - **9 Surveys, -1 Job Observation**
- ✔ **Oil Mist Sampling Results**
  - **Prototype**

Review of Open Actions

Review of Open Issues

Open Action	Assigned To:	Date Assigned:	Date Due:	Status:	Comments:
Automatic Electronic Defibrillator	GC, PW, PWF, RIA-OPS, SF	07 Feb 2002		On-going	2 in TACOM, 1 in Gym
Audit Checklists	SF	20 Feb 2002		On-going	Checklists being developed Audits are being performed
Master Accident Prevention Plan	SF	Nov 2001		Completed - On-going	MAPP will be updated on yearly basis
Dust Collector / Bag House Fire	IC			On-going	Preliminary actions completed. Efforts are on-going.
Close Call Recall Program	SF	20 Feb 2002		On-going	
Job Safety Analysis	IC, SF			On-going	In use at various levels within organizations
Tip-Tub Action	ICE, SF	Dec 2002		On-going	Inspections will be on-going
Railroad Incident	PW, SF				
Safety Glasses	SF	29 Mar		On-going	Need to implement DA

Hot Topics

Hot Topics

- ✔ **Safety Training Requirements**
- ✔ **Job Safety Analysis**
- ✔ **Preliminary Incident Notification Report**
  - ➤ **RIA Safety Main Page**
- ✔ **Safety After Accident Reviews**
  - **2 hour reporting**
  - **Conducting investigation within 72 hours**

Issues from the Council

Wrap Up

- ✔ **Next SOHC – October FY 2003**

ON THE LINE
ROCK ISLAND ARSENAL
ROCK ISLAND ARSENAL
CENTER FOR EXCELLENCE